

**UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
NATIONAL SCIENCE AND TECHNOLOGY CENTER
DENVER FEDERAL CENTER, BUILDING 50
P. O. BOX 25047
DENVER, COLORADO 80225-0047**

August 14, 2002

In Reply Refer To:
9100 (ST-100) P

EMS TRANSMISSION

Instruction Memorandum No. ST-2002-069

Expires: 9/30/2003

To: All State Directors
Director, Office of Fire and Aviation
Attn: All State Engineers

From: Director, National Science and Technology Center

Subject: FY 2003 to FY 2005 Architectural-Engineering Assistance

Program Area: Engineering Assistance

Purpose: The purpose of this IM is to help National Science and Technology Center (NSTC) plan the Architectural-Engineering (A-E) workload for FYs 2003-2005. It will also benefit the Bureau in assessing, prioritizing, and accomplishing critical work in the engineering program.

Policy: None

Timeframe: It is requested that all A-E Assistance Request Forms be returned to NSTC by September 30, 2002. NSTC will make every effort to process your requests in a timely manner and reply to you by October 30, 2002, in regard to our ability to accommodate your requests.

Budget Impact: None

Background: The NSTC Division of A-E Services will be preparing an annual workload analysis to help plan A-E work for FY 2003-2005. The analysis utilizes resources from NSTC, A-E contracts and Intra-agency agreements. Currently, NSTC manages five National A-E contracts and has ongoing Intra-agency agreements with BOR, USDA, and NPS that are readily available to assist in meeting your needs for planning, design, and construction administration. The National A-E contracts have worked extremely well on large projects such as visitor centers, administrative complexes, and national initiatives (i.e., Facility Condition Assessments). NSTC is also working with 8a Contractors to facilitate design/build contracts to better meet our customers' needs. More information about these contracts

can be obtained by contacting Robert Hart, Division of A-E Services.

Through this IM, we are requesting that your office identify any new A-E work and/or projects that we may provide assistance on during FY 2003 to FY 2005. This information will be helpful to us in coordinating our A-E workload, adding additional contractors, and assisting you in meeting your work demands over the next few years. Attached is a listing of on-going A-E projects, work that we are already prepared to continue into FY 2003 and beyond. If the project list does not include work that you are needing assistance on, please submit a new request form.

We ask that you submit a separate A-E Request Form for each new request and that you be as descriptive as possible in defining the services requested. Requests for services, regardless of funding source, should identify whether the projects are Deferred Maintenance, New Construction, Fire Facility Construction, and/or O&C work.

Please understand that requests made at this time are for planning purposes. Final decisions on project assignments will be prioritized and coordinated with your office prior to proceeding. In addition, we would like to advise you that we will continue to entertain requests for services throughout the year and encourage your office to contact us directly when we can be of assistance.

Manual/Handbook Affected: None

Contact: If you have any questions, please contact me at (303) 236-6454 or Robert Hart at (303) 987-6864.

Signed by:
Lee Barkow,
Director, National Science & Technology Center

Authenticated by:
Deanna Miller,
Secretary

2 Attachments

- 1 - A-E Assistance Request Form (1 p)
- 2 - On-Going A-E Projects (2 pp)

Distribution

AD 170, MIB, Rm 5644
AD 200, MIB, Rm 5650
AD 300, MIB, Rm 5627

WO-360, LS, Rm 504
ST-150A, BLM Library